

# CDM Federal Programs Corporation

November 5, 1987

Bruce Bakaysa  
Contracting Officer  
U.S. Environmental Protection Agency  
Fairchild Building  
3rd Floor  
Washington, D.C. 20460

PROJECT: EPA Contract No.: 68-01-7331  
DOCUMENT NO.: T632-C02-EP-BFSA-1  
SUBJECT: Work Plan for Work Assignment 632  
U.S. Army Installation, Fort Monmouth  
HRS Scoring, Federal Facilities  
Fort Monmouth, NJ.

Dear Mr. Bakaysa:

Attached please find the Work Plan for Work Assignment 632.

Based on information received to date, we have determined that there are no organizational conflicts of interest, nor are there any personal conflicts of interest on the above Work Assignment.

Copies of the work plan are being sent to the regional and primary contacts for review in order to facilitate your providing us with written approval or disapproval within 15 calendar days. Section B.2.c. of our contract requires CDM Federal Programs Corporation (CDM FPC) to stop work on this work assignment if we have not received approval of the work plan within 45 days.

We claim the cost proposal and company financial information to be Business Confidential.

Very truly yours,

CDM Federal Programs Corporation



Donald Senovich  
Vice President

JPM:mm

Attachment

cc: Hans Waetjen, EPA TES III Project Officer  
Helen Shannon, EPA Primary Contact, CERCLA Region II  
Cathy Moyik, EPA Regional Contact, CERCLA Region II  
Glenn Hardcastle, EPA HQ Coordinator, CERCLA Region II  
Robert Goltz, CDM Federal Programs Corporation Regional Manager



U.S. ARMY INSTALLATION, FORT MONMOUTH  
HRS SCORING, FEDERAL FACILITIES  
FORT MONMOUTH, NJ

FOR EPA TES III

WORK PLAN

Prepared for

U.S. ENVIRONMENTAL PROTECTION AGENCY  
Office of Waste Programs Enforcement  
Washington, D.C. 20460

Work Assignment No.	:	632
EPA Region	:	II
Facility ID No.	:	2J1F
Contract No.	:	68-01-7331
CDM Federal Programs		
Corporation Document No.	:	T632-C02-WP-BDJU-4
Prepared By	:	Labat-Anderson, Inc.
Telephone No.	:	(703) 525-9400
Date Prepared	:	November 5, 1987

Approved:



Harry P. Butlet  
Deputy Program Manager



Donald Senovich  
Program Manager

CONTRACT PRICING PROPOSAL  
(Research and Development)

**BUSINESS  
CONFIDENTIAL**

Office of Management and Budget  
Approval No. 29-R0184

This form is for use when (i) submission of costs or pricing data is required and (ii) submission for the Optional Form 99 is authorized by contracting officer.

Page No.: 1  
No. of Pages: 3

Name of Operator: CDM Federal Programs Corporation  
Supplies and/or Services to be Furnished: \*\*\*BASE PERIOD ONLY\*\*

Home Office Address: 13135 Lee Jackson Memorial Highway  
Suite 200, Fairfax, VA 22033  
U.S. ARMY INSTALLATION, FORT MONMOUTH  
HRS Scoring, Federal Facilities

Division and Location(s) where work to be performed: Boston, MA, Fairfax, VA, Atlanta, GA and others  
Total Proposal Amount: \$494  
Solicitation No. W.A. 632

DETAIL DESCRIPTION OF COST ELEMENTS TOTAL COSTS

1. DIRECT LABOR:		EST HOURS	RATE/HOUR	EST COST	
See Exhibit A	Prof. LOE Hours	1		\$11	
	Support Hours	0		\$0	
TOTAL DIRECT LABOR				//////////	\$11
2. LABOR OVERHEAD:		D.H. RATE	X BASE	EST COST	
	Fringe Benefits	34.10%	\$11	\$4	
	Overhead	44.90%	\$15	\$7	
TOTAL LABOR OVERHEAD				//////////	\$11
3. SPECIAL TESTING:				\$0	\$0
4. SPECIAL EQUIPMENT:				\$0	\$0
5. TRAVEL:					
a.	TRANSPORTATION			\$0	
b.	PER DIEM SUBSISTENCE			\$0	
TOTAL				//////////	\$0
6. CONSULTANTS:		LOE Hours			
6a.	Labat-Anderson, Inc.	10.0	\$394		
		0.0	\$0		
6b.	Internal Subcontractors	0.0	\$0		
	Total Team Subcontractors	10.0		\$394	
6c.	Pool Subcontractor	0.0	\$0	\$0	
TOTAL CONSULTANTS				//////////	\$394
7. OTHER DIRECT COSTS		See Exhibit A			\$50
8. TOTAL DIRECT COST AND OVERHEAD					\$466
9. GENERAL AND ADMINISTRATIVE EXPENSE		5.0% of Cost Items 1,2,3,4,5,6a,6c,7			\$23
		4.1% of Cost Item 6b			\$0
TOTAL ESTIMATED COST					\$489
10. FEE OR PROFIT		See Exhibit A			\$5
11. TOTAL ESTIMATED COST AND FEE OR PROFIT					\$494

TOTAL LOE 11.0

EXHIBIT A - SUPPORTING SCHEDULE

1. Direct Labor

Category	Hours	Rate	Est. Cost
Professional 4	0.0	\$23.89	\$0
Professional 3	0.0	\$17.89	\$0
Professional 2	0.0	\$13.49	\$0
Professional 1	0.0	\$11.13	\$0
Technical 3	1.0	\$10.67	\$11
Professional Total	1.0		\$11
Clerical	0.0	\$7.35	\$0
Support Total	0.0		\$0
Direct Labor	1.0		\$11

7. OTHER DIRECT COSTS

Photocopies/Prints	\$10
Mail/Courier	\$10
Supplies	\$10
Telephone/Communications	\$10
Computer	\$0
Miscellaneous	\$10
TOTAL ODCS	\$50

10. FEE OR PROFIT

Base	\$5
Award	\$0
TOTAL FEE	\$5

CONTINUED ON NEXT PAGE

I. Has any Executive Agency of the United States government performed any review of your accounts or records in connection with any other government prime contract or subcontract within the past year?

X YES \_\_ NO

Name and address of reviewing office and individual Telephone No./Extension  
USEPA, 150 Causeway St., Boston, MA, Mr. Arthur Pavlucik (617)223-0940

II. Will you require the use of any government equipment in the performance of this proposed contract?

-- YES X NO

III. Do you require government contract financing to perform this proposed contract?

X YES \_\_ NO (if yes, identify.): \_\_ Advance pmts X Progress pmts \_\_ Guaranteed loans

IV. Do you now hold any contract for the same or similar work called for by this contract?

X YES \_\_ NO

V. Does this cost summary conform with the cost principles set forth in Agency regulations?

X YES \_\_ NO

This proposal is submitted for use in conjunction with and in response to (Describe RFP, etc.)  
Work Assignment No. 632  
and reflects our best estimates as of this date.

TYPED NAME AND TITLE

Jonathan G. Curtis, Senior Vice President

SIGNATURE

!

*Jonathan G. Curtis for*

NAME OF FIRM

CDM Federal Programs Corporation

DATE OF SUBMISSION

!

NOV 05 1987

CONTRACT PRICING PROPOSAL  
(Research and Development)

Office of Management and Budget  
Approval No. 29-R0184

This form is for use when (i) submission of costs or pricing data is required and (ii) submission for the Optional Form 99 is authorized by contracting officer.

Page No.:	No. of Pages:
1	3

Name of Operator:  
CDM Federal Programs Corporation

Supplies and/or Services to be Furnished:  
\*\*OPTION PERIOD ONLY\*\*

Home Office Address:  
13135 Lee Jackson Memorial Highway  
Suite 200, Fairfax, VA 22033

U.S. ARMY INSTALLATION, FORT MONMOUTH  
HRS Scoring, Federal Facilities

Division and Location(s) where work to be performed:  
Boston, MA, Fairfax, VA, Atlanta, GA and others

Total Proposal Amount:	Solicitation No.
\$11,303	W.A. 632

DETAIL DESCRIPTION OF COST ELEMENTS

TOTAL COSTS

1. DIRECT LABOR:		EST HOURS	RATE/HOUR	EST COST	
See Exhibit A	Prof. LOE Hours	18		\$308	
	Support Hours	1		\$7	
	TOTAL DIRECT LABOR				\$315
2. LABOR OVERHEAD:		D.H. RATE	X BASE	EST COST	
Fringe Benefits		34.10%	\$315	\$107	
Overhead		44.90%	\$422	\$189	
TOTAL LABOR OVERHEAD					\$296
3. SPECIAL TESTING:				\$0	\$0
4. SPECIAL EQUIPMENT:				\$0	\$0
5. TRAVEL:					
a. TRANSPORTATION				\$0	
b. PER DIEM SUBSISTENCE				\$0	
TOTAL					\$0
6. CONSULTANTS:		LOE Hours			
6a. Labat-Anderson, Inc.		166.0	\$9,711		
6b. Internal Subcontractors		0.0	\$0		
Total Team Subcontractors		166.0		\$9,711	
6c. Pool Subcontractor		0.0	\$0	\$0	
TOTAL CONSULTANTS					\$9,711
7. OTHER DIRECT COSTS		See Exhibit A			\$350
8. TOTAL DIRECT COST AND OVERHEAD					\$10,672
9. GENERAL AND ADMINISTRATIVE EXPENSE		5.0% of Cost Items 1,2,3,4,5,6a,6c,7			\$534
		4.1% of Cost Item 6b			\$0
TOTAL ESTIMATED COST					\$11,206
10. FEE OR PROFIT		See Exhibit A			\$97
11. TOTAL ESTIMATED COST AND FEE OR PROFIT					\$11,303
TOTAL LOE		184.0			

**BUSINESS  
CONFIDENTIAL**

**EXHIBIT A - SUPPORTING SCHEDULE**

**1. Direct Labor**

Category	Hours	Rate	Est. Cost
Professional 4	4.0	\$25.27	\$101
Professional 3	5.0	\$18.84	\$94
Professional 2	4.0	\$14.16	\$57
Professional 1	1.0	\$11.64	\$12
Technical 3	4.0	\$10.96	\$44
Professional Total	18.0		\$308
Clerical	1.0	\$7.35	\$7
Support Total	1.0		\$7
Direct Labor	19.0		\$315

**7. OTHER DIRECT COSTS**

Photocopies/Prints	\$100
Mail/Courier	\$50
Supplies	\$50
Telephone/Communications	\$100
Computer	\$0
Miscellaneous	\$50
TOTAL ODCS	\$350

**10. FEE OR PROFIT**

Base	\$97
Award	\$0
TOTAL FEE	\$97

**CONTINUED ON NEXT PAGE**

I. Has any Executive Agency of the United States government performed any review of your accounts or records in connection with any other government prime contract or subcontract within the past year?

X YES \_\_ NO

Name and address of reviewing office and individual

Telephone No./Extension

USEPA, 150 Causeway St., Boston, MA, Mr. Arthur Pavlucik

(617)223-0940

II. Will you require the use of any government equipment in the performance of this proposed contract?

-- YES X NO

III. Do you require government contract financing to perform this proposed contract?

X YES \_\_ NO (if yes, identify.): \_\_ Advance pmts X Progress pmts \_\_ Guaranteed loans

IV. Do you now hold any contract for the same or similar work called for by this contract?

X YES \_\_ NO

V. Does this cost summary conform with the cost principles set forth in Agency regulations?

X YES \_\_ NO

This proposal is submitted for use in conjunction with and in response to (Describe RFP, etc.)  
Work Assignment No. 632  
and reflects our best estimates as of this date.

TYPED NAME AND TITLE

Jonathan G. Curtis, Senior Vice President

SIGNATURE

:

*Jonathan G. Curtis for*

NAME OF FIRM

CDM Federal Programs Corporation

DATE OF SUBMISSION

:

NOV 05 1987



# CONFIDENTIAL

CONTRACT PRICING PROPOSAL  
(Research and Development)

Office of Management and Budget  
Approval No. 29-R0184

This form is for use when (i) submission of costs or pricing data is required and (ii) submission for the Optional Form 99 is authorized by contracting officer.

Page No.:	No. of Pages:
1	3

Name of Operator:  
CDM Federal Programs Corporation

Supplies and/or Services to be Furnished:  
\*\*TOTAL BASE & OPTION PERIODS\*\*

Home Office Address:  
13135 Lee Jackson Memorial Highway  
Suite 200, Fairfax, VA 22033

U.S. ARMY INSTALLATION, FORT MONMOUTH  
HRS Scoring, Federal Facilities

Division and Location(s) where work to be performed:  
Boston, MA, Fairfax, VA, Atlanta, GA and others

Total Proposal Amount: \$11,797  
Solicitation No. W.A. 632

## DETAIL DESCRIPTION OF COST ELEMENTS

## TOTAL COSTS

1. DIRECT LABOR:		EST HOURS	RATE/HOUR	EST COST	
See Exhibit A	Prof. LOE Hours	19		\$319	
	Support Hours	1		\$7	
	TOTAL DIRECT LABOR				\$326
2. LABOR OVERHEAD:		D.H. RATE	X BASE	EST COST	
	Fringe Benefits	34.10%	\$326	\$111	
	Overhead	44.90%	\$437	\$196	
	TOTAL LABOR OVERHEAD				\$307
3. SPECIAL TESTING:				\$0	\$0
4. SPECIAL EQUIPMENT:				\$0	\$0
5. TRAVEL:					
	a. TRANSPORTATION			\$0	
	b. PER DIEM SUBSISTENCE			\$0	
	TOTAL				\$0
6. CONSULTANTS:		LOE Hours			
	6a. Labat-Anderson, Inc.	176.0	\$10,105		
	6b. Internal Subcontractors	0.0	\$0		
	Total Team Subcontractors	176.0		\$10,105	
	6c. Pool Subcontractor	0.0	\$0	\$0	
	TOTAL CONSULTANTS				\$10,105
7. OTHER DIRECT COSTS		See Exhibit A			\$400
8. TOTAL DIRECT COST AND OVERHEAD					\$11,138
9. GENERAL AND ADMINISTRATIVE EXPENSE		5.0% of Cost Items 1,2,3,4,5,6a,6c,7			\$557
		4.1% of Cost Item 6b			\$0
	TOTAL ESTIMATED COST				\$11,695
10. FEE OR PROFIT		See Exhibit A			\$102
11. TOTAL ESTIMATED COST AND FEE OR PROFIT					\$11,797
TOTAL LOE		195.0			

TOTAL LOE 195.0

I. Has any Executive Agency of the United States government performed any review of your accounts or records in connection with any other government prime contract or subcontract within the past year?

X YES \_\_ NO

Name and address of reviewing office and individual

USEPA, 150 Causeway St., Boston, MA, Mr. Arthur Pavlucik

Telephone No./Extension

(617)223-0940

II. Will you require the use of any government equipment in the performance of this proposed contract?

-- YES X NO

III. Do you require government contract financing to perform this proposed contract?

X YES \_\_ NO (if yes, identify.): \_\_ Advance pmts X Progress pmts \_\_ Guaranteed loans

IV. Do you now hold any contract for the same or similar work called for by this contract?

X YES \_\_ NO

V. Does this cost summary conform with the cost principles set forth in Agency regulations?

X YES \_\_ NO

This proposal is submitted for use in conjunction with and in response to (Describe RFP, etc.)

Work Assignment No. 632

and reflects our best estimates as of this date.

TYPED NAME AND TITLE

Jonathan G. Curtis, Senior Vice President

SIGNATURE

:

*Jonathan G. Curtis for*

NAME OF FIRM

CDM Federal Programs Corporation

DATE OF SUBMISSION

:

NOV 05 1987

Team Subcontractors Cost Estimate**8.0 COST ESTIMATE****\*\*BASE PERIOD\*\*****SUBCONTRACTOR:****LABAT-ANDERSON Incorporated****DATE: 10/01/87****SUBCONTRACTOR OFFICE LOCATION:****PAGE 6****1111 19th Street, North, Suite 600  
Arlington, Virginia 22209****WORK ASSIGNMENT NO.:****632****TES III PROJECT****WORK ASSIGNMENT SITE NAME: Fort Monmouth****EPA NO. 68-01-733****8.1 LABOR****HOURS****RATES****TOTAL \$**

PROFESSIONAL LEVEL - 4	0.0	\$27.00	\$0.00
PROFESSIONAL LEVEL - 3	5.2	\$18.82	\$97.86
PROFESSIONAL LEVEL - 2	4.8	\$12.91	\$61.97
PROFESSIONAL LEVEL - 1	0.0	\$8.86	\$0.00
TECHNICAL LEVEL - 3	0.0	\$9.48	\$0.00

**TOTAL LOE****10.0****\$159.83****DOCUMENT PREPARATION SUPPORT****2.0****\$10.17****\$20.34****CLERICAL****1.0****\$8.05****\$8.05****TOTAL RAW LABOR****13.0****\$188.22****8.2 FRINGE BENEFITS 28.00%****\$52.70****8.3 OVERHEAD 25.00%****\$47.06****8.4 TRAVEL (SEE ATTACHMENT A)****\$0.00****8.5 OTHER DIRECT COSTS (SEE ATTACHMENT A)****\$17.12****SUBTOTAL****\$305.10****8.6 G & A 20.00%****\$61.02****TOTAL COSTS****\$366.12****8.7 FEE 7.50%****\$27.46****8.8 TOTAL WORK ASSIGNMENT NO. 632****\$393.58****COST ESTIMATE FOR LABAT-ANDERSON**

Team Subcontractors Cost Estimate

7632-CC2-WP-

8.0 COST ESTIMATE \*\*OPTION PERIOD\*\*  
 SUBCONTRACTOR: LABAT-ANDERSON Incorporated  
 SUBCONTRACTOR OFFICE LOCATION:  
 1111 19th Street, North, Suite 600  
 Arlington, Virginia 22209

DATE: :  
 PAGE :

BDU-3

WORK ASSIGNMENT NO.: 632  
 WORK ASSIGNMENT SITE NAME: Fort Monmouth

TES III PROJECT  
 EPA NO. 68-01-7331

8.1 LABOR	HOURS	RATES	TOTAL \$
PROFESSIONAL LEVEL - 4	16.0	\$28.97	\$463.52
PROFESSIONAL LEVEL - 3	42.8	\$20.19	\$864.13
PROFESSIONAL LEVEL - 2	75.2	\$13.86	\$1,042.27
PROFESSIONAL LEVEL - 1	32.0	\$9.32	\$298.24
TECHNICAL LEVEL - 3	0.0	\$10.18	\$0.00
<b>TOTAL LOE</b>	<b>166.0</b>		<b>\$2,668.16</b>
DOCUMENT PREPARATION SUPPORT	38.0	\$10.90	\$414.20
CLERICAL	39.0	\$8.64	\$336.96
<b>TOTAL RAW LABOR</b>	<b>243.0</b>		<b>\$3,419.32</b>
8.2 FRINGE BENEFITS 28.00%			\$957.41
8.3 OVERHEAD 25.00%			\$854.83
8.4 TRAVEL (SEE ATTACHMENT A)			\$1,376.00
8.5 OTHER DIRECT COSTS (SEE ATTACHMENT A)			\$920.32
<b>SUBTOTAL</b>			<b>\$7,527.88</b>
8.6 G & A 20.00%			\$1,505.58
<b>TOTAL COSTS</b>			<b>\$9,033.46</b>

8.7 FEE 7.50%		\$677.51
8.8 TOTAL WORK ASSIGNMENT NO. 632		\$9,710.97
COST ESTIMATE FOR LABAT-ANDERSON		

## 8.9 MONTHLY PROJECTED ESTIMATES FOR WORK ASSIGNMENT NO. 632

OCTOBER	\$5,826.58	60.00%	
NOVEMBER	\$2,913.29	30.00%	
THEREAFTER	\$971.10	10.00%	
<b>WORK ASSIGNMENT TOTAL</b>		<b>100.00%</b>	<b>\$9,710.97</b>

Work Assignment No. : 632  
EPA Region : II  
Site Name : Fort Monmouth  
Date Prepared : September 30, 1987  
Contract No. : 68-01-7331  
LAI No. : (Prior to 10/1/87) 01-6020-0010  
(After 10/1/87) 01-6020-0210  
Prepared by : LABAT-ANDERSON Incorporated  
(Brent F. Harvey)  
Telephone No. : (703) 525-9400  
EPA Primary Contract : Helen Shannon  
Telephone No. : (212) 264-6664

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## 1.0 INTRODUCTION

CDM Federal Programs Corporation (CDM) received work assignment No. 632 from the U.S. Environmental Protection Agency (EPA) under Contract No. 68-01-7331 (TES-III) to provide technical support for scoring Federal facilities under the EPA Hazard Ranking Scoring system. Specifically, the work assignment requires the analysis and scoring of the U.S. Army Installation, Fort Monmouth, in Fort Monmouth, New Jersey. LABAT-ANDERSON Incorporated, subcontractor of CDM under TES-III, will provide the necessary support.

### 1.1 BACKGROUND

The Federal facility task force was formed in the Office of Waste Programs Enforcement to address all RCRA/CERCLA activities as they relate to Federal facilities. Federal facilities are addressed specifically under Section 120 of the Superfund Amendment and Reauthorization Act (SARA).

While there are many requirements and schedules that Federal facilities must adhere to under SARA, for purposes of this work assignment, the most important requirements relate to preremedial activities, in particular, conducting preliminary assessments/site investigations (PA/SI) and listing facilities on the National Priority List (NPL).

EPA will publish a docket of compiled data received from Federal agencies under the requirements of RCRA and CERCLA. For every installation on the docket, EPA must ensure that a PA/SI has been performed by April 1988 and must list facilities on the NPL by April 1989.

For this work assignment, the contractor will evaluate technical data submitted by Federal agencies for compilation into Hazard Ranking Scoring (HRS) packages. The criteria for this evaluation will be in accordance with EPA policy and guidance.

### 1.2 STATEMENT OF WORK

The project approach described in this work plan is based on activities outlined in EPA's work assignment and on discussions with the primary contact for the work assignment, Helen Shannon. The work assignment consists of collecting and analyzing the necessary background information about the site and then determining the appropriate HRS score for the installation in accordance with all relevant EPA regulations, policy, and guidance.

### 1.3 CONFLICT OF INTEREST

To the best of our knowledge, no personal or corporate conflicts of interest exist for LABAT-ANDERSON Incorporated to perform the work under this work assignment.

## 2.0 PROJECT APPROACH

### 2.1 TASKS TO BE PERFORMED

#### 2.1.1 Review Background Information

LABAT-ANDERSON Incorporated will conduct a background data review of the material in EPA files to become familiar with the existing data for the Fort Monmouth Site. Documents to be reviewed will include the environmental reports prepared by the U.S. Army for the Fort Monmouth Site and any other pertinent documents in the EPA site subject files.

#### 2.1.2 Collect Supplemental Data

After reviewing existing data from the EPA files, LABAT-ANDERSON Incorporated will collect the necessary supplemental data to support a formal analysis under the HRS system. For example, this supplemental data can include information about how many people live within 3 miles of the site and where these people receive their drinking water and about details of the geology under the site, such as the presence and continuity of clay layers within 3 miles of the site. The sources of this supplemental data will be diverse. For example, sources could be local and/or State drinking-water/public utility personnel, State geologists and hydrogeologists, and even Fort Monmouth site personnel for issues regarding waste handling and site operating history. LABAT-ANDERSON Incorporated will coordinate with EPA's primary contact for this site when it is necessary to contact personnel outside EPA for information.

#### 2.1.3 Perform HRS System Analysis

LABAT-ANDERSON Incorporated will evaluate waste disposal practices at the installation and determine an HRS score for the installation. This score will be determined through the rigorous process that was presented at the EPA-sponsored HRS training session. In accordance with instructions at the training session, the scoring process and HRS score will be documented thoroughly, and the HRS package will undergo a formal, internal quality assurance review. The procedures used to prepare this Draft HRS package also will include the Uncontrolled Hazardous Waste Site Ranking System Users Manual, other EPA policy and guidance published in reports, and the Federal Register Notices given to LABAT-ANDERSON Incorporated at the EPA-sponsored HRS training session. LABAT-ANDERSON Incorporated anticipates that there will be questions about using HRS at Federal facilities, and these questions will be brought to the attention of the primary contact at the earliest possible time. The resolution of these issues will be documented so that HRS scoring will be consistent for all sites scored.

#### 2.1.4 Independent Quality Assurance Review and Final HRS Analysis

LABAT-ANDERSON Incorporated will provide the EPA Regional office with the original plus two copies of the completed Draft HRS package. The HRS package will include copies of the relevant portions of the referenced material, plus full copies of all relevant maps, including topographic maps. Any maps that are drawn will be to scale. In addition, EPA's site



inspection report will be completed. A letter report summarizing the results of the above tasks, including an explanation of how sites on the facility were aggregated for scoring purposes, will be included. If portions of the facility are RCRA-related and are used to calculate the facility score, an explanation will be included in the letter report.

LABAT-ANDERSON Incorporated will participate in the Regional and MITRE quality assurance reviews by supplying reference materials, responding to questions, and resolving differences of interpretation. MITRE, under contract to the Office of Emergency and Remedial Response, conducts the quality assurance/quality control reviews of all scoring packages submitted for NPL listing. EPA may request that LABAT-ANDERSON Incorporated present the Draft HRS package in a meeting at a prescribed location, and LABAT-ANDERSON Incorporated will perform this function.

After the EPA Region, MITRE, and LABAT-ANDERSON Incorporated have agreed on the content of the final HRS package, EPA Headquarters will be provided with the quality assurance reviewer-signed original and with appropriate photocopies of the final HRS package and of supporting references. The Regional EPA Office will be provided with two copies of the final HRS package and supporting references. A final letter report, summarizing any changes to the HRS package resulting from the quality assurance reviews, also will be submitted.

## 2.2 DELIVERABLES

LABAT-ANDERSON Incorporated will provide EPA with written reports about the site scored in accordance with the HRS system requirements in both draft and final form. The number and technical content of these reports will respond to the tasks identified in Section 2.0 of this work plan. The reports can include briefing support documents, maps, graphics, technical memorandums, and other products required to meet EPA's HRS scoring responsibilities.

## 3.0 WORK SCHEDULE

The work schedule is based on an estimate of the time required to collect the necessary information from the various information sources. Because collecting this information will include requests to personnel not under the control of LABAT-ANDERSON Incorporated, the overall work schedule may change. LABAT-ANDERSON Incorporated will notify EPA's primary contact promptly if the proposed work schedule can not be completed as discussed below.

Initial work on the assignment will consist of the review of background information for the site at EPA Region II offices. After reviewing this initial information, supplemental data collection will begin. This will be the controlling phase of the entire process. LABAT-ANDERSON Incorporated proposes 13 working days for this phase of the work assignment to allow for possible delays. In this way, if after 10 days the information has not been received, LABAT-ANDERSON personnel could travel to the location in question to obtain the information directly. The Draft HRS package will be submitted to EPA within 5 working days after the supplemental data collection phase.

Upon completion of the Quality Assurance review by EPA and MITRE, LABAT-ANDERSON Incorporated will submit the final HRS package within 10 working days.

In summary, LABAT-ANDERSON Incorporated proposes the following work schedule:

October 5 and 6, 1987 - Conduct visit at EPA Region II offices to conduct background information review.

October 7 to 23, 1987 - Collect and analyze supplemental data.

October 26 to 29, 1987 - Perform HRS analysis and internal quality assurance review.

October 30, 1987 - Submit Draft HRS package to EPA. ←

(Assume 2 weeks for Quality Assurance review process)

November 16 to 24, 1987 - Revise HRS package.

November 25, 1987 - Submit Final HRS package.

#### 4.0 STAFFING PLAN

##### LABAT-ANDERSON Staff

##### Description of Responsibilities

###### Professional Level 4

A. Myslicki

Control of resources, planning, reporting, oversight of all products and services. Frequent client contact.

###### Professional Level 3

J. Weeks

B. Harvey

Methodology review, methodology development, data analysis, interpretation, organization, manipulation, synthesis, and presentation. Technical quality assurance. Frequent technical contact.

###### Professional Level 2

T. Wagner

I. Rosencrantz

B. Goss

Data analysis, organization, synthesis, and presentation. Frequent technical contact.

J. Strength

Quality assurance and progress reporting. Some client contact.

###### Professional Level 1

R. Berringer

D. Muchoney

Data collection, analysis, organization, manipulation, and presentation. Limited technical contact.

## 5.0 INTERVIEWS/SUBCONTRACTORS/CONSULTANTS

LABAT-ANDERSON Incorporated believes that interviews with personnel discussed in Section 2.1.2 of this work plan will be required; however, these interviews should be possible over the telephone.

Site visits or attendance at meetings may be required, depending on site characteristics, the complexity and stage of the investigation, or other factors. LABAT-ANDERSON Incorporated will identify any required travel for the EPA primary contact.

No subcontractors or consultants are deemed necessary at this time. Should any be needed, LABAT-ANDERSON Incorporated will notify EPA's primary contact.

## 6.0 EXCEPTIONS TO THE WORK ASSIGNMENT/ANTICIPATED PROBLEMS/SPECIAL REQUIREMENTS

LABAT-ANDERSON Incorporated takes no exceptions to the work assignment as assigned by EPA. LABAT-ANDERSON Incorporated has included, in Section 3.0 of this work plan, a discussion of potential delays in work assignment completion, pending problems in obtaining the technical information required for HRS analysis. Because there are potential data gathering problems that are beyond the control of LABAT-ANDERSON Incorporated, it is recommended that the period of performance be extended through December 15, 1987.

LABAT-ANDERSON Incorporated has estimated that the total professional hours necessary to complete the HRS analysis for this site are 176 hours. This estimate is 32 hours greater than the allocated amount of 144 hours. The additional hours are anticipated to be needed for the supplemental data gathering phase because preliminary estimates of the available data for this site indicates that extensive data gathering will be necessary. The amount of site information currently available is based on telephone discussions with the EPA site contact for this site.

## 7.0 QUALITY ASSURANCE

All LABAT-ANDERSON Incorporated work on this contract will be performed in accordance with the LABAT-ANDERSON Incorporated TES-III QA Program Plan dated March 18, 1987. The QA Program Plan is in accordance with the CDM Quality Assurance Program incorporated by reference in the TES-III Contract. Activities defined in this work plan may be the subject of a system audit conducted by the CDM QA staff to check on adherence to the LABAT-ANDERSON Incorporated QA Program Plan. Such audit results will be included in the appropriate monthly progress report. LABAT-ANDERSON Incorporated's QA Coordinator, Jennifer Strength, has reviewed this work plan for QA requirements and will maintain QA oversight throughout the project. A separate QA project plan is not required for this work assignment.

## 8.0 COST ESTIMATE

\*\*BASE PERIOD\*\*

SUBCONTRACTOR:

LABAT-ANDERSON Incorporated

DATE: 10/01/87

SUBCONTRACTOR OFFICE LOCATION:

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1111 19th Street, North, Suite 600

Arlington, Virginia 22209

WORK ASSIGNMENT NO.: 632

TES III PROJECT

WORK ASSIGNMENT SITE NAME: Fort Monmouth

EPA NO. 68-01-733

## 8.1 LABOR

## HOURS

## RATES

## TOTAL \$

PROFESSIONAL LEVEL - 4	0.0	\$27.00	\$0.00
PROFESSIONAL LEVEL - 3	5.2	\$18.82	\$97.86
PROFESSIONAL LEVEL - 2	4.8	\$12.91	\$61.97
PROFESSIONAL LEVEL - 1	0.0	\$8.86	\$0.00
TECHNICAL LEVEL - 3	0.0	\$9.48	\$0.00

TOTAL LOE

10.0

\$159.83

DOCUMENT PREPARATION SUPPORT

2.0

\$10.17

\$20.34

CLERICAL

1.0

\$8.05

\$8.05

TOTAL RAW LABOR

13.0

\$188.22

8.2 FRINGE BENEFITS 28.00%

\$52.70

8.3 OVERHEAD 25.00%

\$47.06

8.4 TRAVEL (SEE ATTACHMENT A)

\$0.00

8.5 OTHER DIRECT COSTS (SEE ATTACHMENT A)

\$17.12

SUBTOTAL

\$305.10

8.6 G &amp; A 20.00%

\$61.02

TOTAL COSTS

\$366.12

8.7 FEE 7.50%

\$27.46

8.8 TOTAL WORK ASSIGNMENT NO. 632

\$393.58

COST ESTIMATE FOR LABAT-ANDERSON

COST ESTIMATE           \*\*BASE PERIOD\*\*  
SUBCONTRACTOR:       LABAT-ANDERSON Incorporated  
SUBCONTRACTOR OFFICE LOCATION:  
                  1111 19th Street, North, Suite 600  
                  Arlington, Virginia 22209

DATE: 10/01/87  
PAGE 7

WORK ASSIGNMENT NO.:     632  
WORK ASSIGNMENT SITE NAME:   Fort Monmouth

TES III PROJECT  
EPA NO. 68-01-733

#### 8.1 CLERICAL

Additional 1 hr clerical time needed for photocopying  
mailing, etc. for this work assignment.

#### DOCUMENT PREPARATION SUPPORT

Additional 2 hours needed for word processing, graphics  
and proofreading support.

#### 8.4 TRAVEL

Local Travel: (Metro, taxi, courier, parking, and  
mileage @ \$.205 per mile.)

\$0.00

#### TOTAL TRAVEL

-----  
\$0.00

#### 8.5 OTHER DIRECT COSTS

Computer Access Costs	\$0.00
Word/Data Processing	\$12.12
Media Conversion	\$0.00
Offsite Photocopying	\$0.00
Speciality Graphic Supplies	\$0.00
Long Distance Telephone	\$5.00
Express Mail Service	\$0.00

#### Subtotal

-----  
\$17.12

Special Area Expert

\$0.00

#### TOTAL ODC'S

-----  
\$17.12

T632-002-W9-

BDU-3

8.0 COST ESTIMATE      \*\*OPTION PERIOD\*\*  
 SUBCONTRACTOR:      LABAT-ANDERSON Incorporated  
 SUBCONTRACTOR OFFICE LOCATION:  
                          1111 19th Street, North, Suite 600  
                          Arlington, Virginia 22209

DATE:      :  
 PAGE      :

WORK ASSIGNMENT NO.:      632  
 WORK ASSIGNMENT SITE NAME:      Fort Monmouth

TES III PROJECT  
 EPA NO. 68-01-7331

8.1 LABOR	HOURS	RATES	TOTAL \$
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PROFESSIONAL LEVEL - 4	16.0	\$28.97	\$463.52
PROFESSIONAL LEVEL - 3	42.8	\$20.19	\$864.13
PROFESSIONAL LEVEL - 2	75.2	\$13.86	\$1,042.27
PROFESSIONAL LEVEL - 1	32.0	\$9.32	\$298.24
TECHNICAL LEVEL - 3	0.0	\$10.18	\$0.00
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TOTAL LOE	166.0		\$2,668.16
DOCUMENT PREPARATION SUPPORT	38.0	\$10.90	\$414.20
CLERICAL	39.0	\$8.64	\$336.96
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TOTAL RAW LABOR	243.0		\$3,419.32
8.2 FRINGE BENEFITS      28.00%			\$957.41
8.3 OVERHEAD      25.00%			\$854.83
8.4 TRAVEL (SEE ATTACHMENT A)			\$1,376.00
8.5 OTHER DIRECT COSTS (SEE ATTACHMENT A)			\$920.32
SUBTOTAL			\$7,527.88
8.6 G & A      20.00%			\$1,505.58
TOTAL COSTS			\$9,033.46

8.7 FEE      7.50%		\$677.51
8.8 TOTAL WORK ASSIGNMENT NO. 632		\$9,710.97
COST ESTIMATE FOR LABAT-ANDERSON		=====

# 8.9 MONTHLY PROJECTED ESTIMATES FOR WORK ASSIGNMENT NO. 632

OCTOBER	\$5,826.58	60.00%	
NOVEMBER	\$2,913.29	30.00%	
THEREAFTER	\$971.10	10.00%	
WORK ASSIGNMENT TOTAL		100.00%	\$9,710.97
			=====

COST ESTIMATE           \*\*OPTION PERIOD\*\*  
SUBCONTRACTOR:       LABAT-ANDERSON Incorporated  
SUBCONTRACTOR OFFICE LOCATION:  
                  1111 19th Street, North, Suite 600  
                  Arlington, Virginia 22209

DATE:   10/19/87  
PAGE    9

WORK ASSIGNMENT NO.:       632  
WORK ASSIGNMENT SITE NAME:   Fort Monmouth

TES III PROJECT  
EPA NO. 68-01-7331

#### 8.1 CLERICAL

Additional 39 hrs clerical time needed for photocopying  
mailing, etc. for this work assignment.

#### DOCUMENT PREPARATION SUPPORT

Additional 38 hours needed for word processing, graphics  
and proofreading support.

#### 8.4 TRAVEL

To New York (DC-NY-DC):

Roundtrip Airfare @ \$258 for 1 person x 2 trips	\$516.00
Per Diem or Subsistence \$136 x 1 day for 1 person x 2 trips	\$272.00

Site Visit

Roundtrip Airfare @ \$258 for 1 person x 1 trip	\$258.00
Per Diem or Subsistence \$90 x 3 days for 1 person x 1 trip	\$270.00

Local Travel: (Metro, taxi, courier, parking, mileage @ \$.205 per mile, etc.)	\$60.00
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TOTAL TRAVEL	----- \$1,376.00
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#### 8.5 OTHER DIRECT COSTS

Computer Access Costs	\$200.00
Word/Data Processing	\$234.32
Media Conversion	\$0.00
Offsite Photocopying	\$50.00
Speciality Graphic Supplies	\$100.00
Long Distance Telephone	\$211.00
Express Mail Service	\$125.00

Subtotal	----- \$920.32
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Special Area Expert	\$0.00
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TOTAL ODC'S	----- \$920.32
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